

## **CUSTODIAL COVERAGE FOR EMERGENCY INCIDENTS      6361**

(May 2003)

### **Responsibility**

#### **Camp Superintendent Division Chief**

#### **Coverage Guidelines:**

On emergencies out of the immediate area of the camp or when situations present increased security concerns, CYA staff will be dispatched to assist CDF.

They will assume custody of the wards when security or medical problems arise, and will relieve CDF employees for rest. CYA supervisory staff will be dispatched to ensure compliance with the Welfare and Institutions Code, the Penal Code and the Government Code.

- **Single Resource Dispatch:**

One staff member per crew and one supervisor for up to 3 crews. An additional supervisor will be dispatched with the 4th crew.

- **Strike Team Dispatch Within Home Unit:**

Same as for Single Resources.

- **Strike Team Dispatch Outside Home Unit:**

One staff member per crew and one supervisor per strike team.

There may be ongoing custodial considerations, such as topography and population density within the camp work project area which will necessitate other than normal dispatch and custodial coverage. The camp's Camp Operation Guide may identify and describe these ongoing considerations in sufficient detail to justify these modifications and the map must clearly delineate the boundaries for these special areas and for local, intermediate, and long distance emergency responses.

On dispatch of a crew, CDF will advise the CYA person in charge at the camp of the destination, estimate of the time away from the camp or work project site, type of emergency, and any other pertinent information.

CYA staff coverage may be modified on emergencies by the superintendent (or the person in charge at the time) of the camp dispatching crews or the CYA agency representative at the site of the emergency after review and evaluation of the incident.

- Is the emergency close to a residential area?
- Is the emergency on or near a busy highway?
- Will crews go out for an extended length of time?
- Can a reduced staff handle custodial requirements?
- Will the crew remain overnight?
- Will the crew sleep at an incident base, staging area, armory, or beside the road?
- Will meals be taken at a camp, an incident base, or restaurant?
- Will both female and male crews be assigned to the incident?
- Will both youth and adult crews be assigned to the incident?
- Is the incident located in an area unfamiliar to camp staff?

The factors listed above must be considered each time that custodial staff are dispatched to an emergency situation. However, only the amount of custodial staff necessary to deal with the custodial concerns that have been specifically identified are to be dispatched.

Custodial staffing in excess of the levels agreed upon in the operational guideline must be specifically justified on the FC-77.

Dispatched Guidelines:

<u>Type</u>	<u>Travel Time</u>	<u>Custody Coverage</u>
Local	0-30 Min.	No coverage
Moderate	30-120 Min.	Delay normal coverage for two hours
Long Distance	120+ Min.	Immediate dispatch of normal coverage

**Note: All Department of Finance audits concerning custody issues are to be directed to CDF Sacramento, Camp Operations Section, for transmittal to CYA Institutions and Camps Office for justification.**

[\(see next section\)](#)

[\(see HB Table of Contents\)](#)

[\(see Forms or Forms Samples\)](#)